

## Coronavirus Disease 2019 (COVID-19): QA&I Interim Review Process

### ODP Announcement 20-094

#### **AUDIENCE:**

Administrative Entities (AEs)  
Supports Coordination Organizations (SCOs)  
Providers rendering services through the Consolidated, Person/Family Directed Support,  
Community Living Waivers (ID/A Waivers) and/or the Adult Autism Waiver (AAW)  
All interested parties

#### **PURPOSE:**

The purpose of this communication is to announce that the Office of Developmental Programs (ODP) will be conducting a Quality Assessment and Improvement (QA&I) interim review process for Fiscal Year (FY) 2020-2021 as a result of the impact of the COVID-19 pandemic.

#### **DISCUSSION:**

ODP received approval from the Centers for Medicare and Medicaid Services (CMS) through an Appendix K amendment to conduct a QA&I “interim” review for FY 20-21 and to delay the implementation of Cycle 2, Year 1 activities until FY 21-22.

The following is a summary of the approved changes for the interim review period:

- Timeline
  - The QA&I activities will begin on September 1, 2020 and end on March 31, 2021.
- Review Period
  - The timeframe under review will be July 1, 2019 through February 29, 2020 (unless otherwise specified).

- Sampling
  - ODP will pull a sample of individuals receiving services and supports through the ID/A Waivers and AAW using the proportionate random representative sampling methodology as described in the ID/A Waivers and AAW.
  - AEs will **not** pull their own sample for this interim cycle; ODP will send a sample of providers and individual records to AEs by August 15<sup>th</sup>.
  
- Tools
  - Questions have been aligned between the ID/A Waivers and AAW so there will be one tool for SCOs and one tool for providers.
  - Questions from Cycle 1, Year 3 will focus on CMS Performance Measures, Information Sharing Advisory Committee (ISAC) focus areas, health and safety, and other areas that ODP identifies as a priority.
  
- Individual Interviews
  - ODP will complete all individual interviews remotely. AEs will not conduct individual interviews during the interim process.
  - Questions related to the COVID-19 pandemic will be included.
  
- Self-Assessments
  - Entities will not complete a self-assessment.
  
- Desk and Onsite Reviews
  - All QA&I reviews will occur remotely, with no “in person” meetings planned.
  - All required documentation will be submitted to the QA&I team prior to the desk review.
  - At the conclusion of the desk review, the QA&I team and entity leadership will meet remotely to discuss findings and recommendations from the interim review, as well as the entity’s quality improvement priorities, successes and challenges.
  
- Entrance and Exit Conference
  - Entrance and exit conferences will be replaced with a virtual conference of the QA&I team and entity leadership at the conclusion of the Desk and Onsite Review section.

- QA&I Review Spreadsheet and Corrective Action Plan (CAP)
  - The QA&I Review Spreadsheet and Corrective Action Plan (CAP) will be modified to account for changes to the interim cycle.
  
- Comprehensive Report
  - A copy of the completed QA&I spreadsheet along with the CAP (if applicable) will be sent electronically to the entity reviewed. Receipt of this information indicates that the interim review for the entity is complete.
  - Reviewed entities will not receive a Comprehensive Report. A summary of results from the interim review process will be included in the Annual Statewide QA&I Report.

The updated resources and materials for the interim review are available on the MyODP Training & Resource Center and can be accessed using the following path: Resources > ODP Information > QA&I Process.

Please send questions via email directly to the QA&I Process Mailbox at [RA-PWQAIPProcess@pa.gov](mailto:RA-PWQAIPProcess@pa.gov).